

AGENDA
HANCOCK COUNTY REGIONAL SOLID WASTE
December 9, 2019 at 8:30 a.m.
City of Bay St. Louis Conference Room
Bay St. Louis, MS

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Recognition or Comments
5. Board of Director Comments
 - A. Discussion on Recycling Roll-off at Bay High School
6. **Consent Agenda**
 - A. Motion to Approve minutes dated November 12, 2019.
 - B. Motion to approve docket dated December 9, 2019 in the amount of \$275,729.58.
 - C. Motion to Accept Statement of Revenue and Expense and Balance Sheet dated for November 18, 2019.
 - D. Reappointment of —
 1. Board Attorney
 2. Board Administrator
 3. Board Engineer
7. Hancock County Solid Waste Enforcement Officer Report
8. Engineer Report
9. Administrator Report
10. Attorney Report
11. Adjourn

**MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
November 12, 2019**

The Board of Directors of the Hancock County Regional Solid Waste Management Authority held its meeting at the City of Bay St. Louis Conference Center at 8:30 a.m.

Call to Order

The meeting of the Board of Directors convened at 8:30 A.M. November 12, 2019 at the Bay St. Louis Conference Center Located at 598 Main Street, Bay Saint Louis, MS.

Board Members present at the start of the meeting were Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw and Eddie Favre.

Board Attorney Heather Smith was present
Dawn Malley representing Compton Engineering, Administrator was present.

It was determined there was a quorum and the following proceedings were held.

MOTION TO APPROVE MINUTES DATED OCTOBER 14, 2019 AND OCTOBER 29, 2019

Motion was made by Director Greg Shaw seconded by Director Mike Reso to approve minutes dated October 14, 2019 and October 29, 2019.

The following roll call vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw and Eddie Favre.

VOTING NAY: None

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre.

Motion was declared carried.

ORDER TO APPROVE DOCKET DATED NOVEMBER 12, 2019

Motion was made by Director Greg Shaw seconded by Director Mike Reso to approve the docket dated November 12, 2019 in the amount of \$268,030.71.

The following vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw and Eddie Favre.

VOTING NAY: None

**MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
November 12, 2019**

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre.

Motion was declared carried. A copy of the docket is attached hereto as Exhibit A.

**MOTION TO ACCEPT THE STATEMENT OF REVENUE AND EXPENSE SHEET
AND BALANCE SHEET DATED OCTOBER 16, 2019**

Motion was made by Director Greg Shaw seconded by Director Mike Reso to accept the Statement of Revenue and Expense Sheet and Balance Sheet dated for October 16, 2019.

The following vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw and Eddie Favre.

VOTING NAY: None

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre.

Motion was declared carried. A copy of the sheet is attached hereto as Exhibit B.

**MOTION TO SPREAD ON MINUTES LETTERS DATED OCTOBER 23, 2019, JUNE
25, 2019 AND MAY 9, 2019 FROM YOUNG WELLS, ATTORNEY FOR WASTE
MANAGEMENT**

Motion was made by Director Greg Shaw seconded by Director Mike Reso to spread on minutes letters dated October 23, 2019, June 25, 2019 and May 9, 2019 from Young Wells, Attorney for Waste Management.

The following vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw and Eddie Favre.

VOTING NAY: None

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre.

Motion was declared carried. A copy of the letters is attached hereto as Exhibit C.

**MOTION TO REQUEST AUTHORIZATION FOR CHAIRMAN TO EXECUTE
ENGAGEMENT LETTER FROM TOPP MCWHORTER HARVEY FOR AUDIT
FISCAL YEAR 2019**

**MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
November 12, 2019**

Motion was made by Director Greg Shaw seconded by Director Mike Reso for chairman to execute engagement letter from Topp McWhorter Harvey for audit fiscal year 2019.

The following vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw and Eddie Favre.

VOTING NAY: None

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre.

Motion was declared carried. A copy of the engagement letter is attached hereto as Exhibit D.

**MOTION TO ADD ADDITIONAL PICKUP (TWICE A WEEK) FOR THE
RECYCLING DUMPSTER AT CITY OF WAVELAND CITY HALL, 301 COLEMAN
AVE, WAVELAND MS**

Motion was made by Director Greg Shaw seconded by Director Mike Reso to have an additional pickup for the recycling dumpster at City of Waveland, City Hall, 301 Coleman Ave.

The following vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw and Eddie Favre.

VOTING NAY: None

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre.

Motion was declared carried.

MOTION TO AWARD BID FOR BANK DEPOSITORIES TO THE FIRST

Motion was made by Director Greg Shaw seconded by Director Mike Reso to award bid for BANK Depositories to The First.

The following vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw, and Eddie Favre.

VOTING NAY: None

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre

**MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
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Motion was declared carried. A copy of the bid is attached hereto as Exhibit E.

**MOTION TO SPREAD ON MINUTES RESOLUTION FROM CITY OF
DIAMONDHEAD**

Motion was made by Director Tommy Schafer seconded by Director Mike Smith to spread on minutes Resolution from City of Diamondhead.

The following vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw, and Eddie Favre.

VOTING NAY: None

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre

Motion was declared carried. A copy of the Resolution is attached hereto as Exhibit F.

Curbside recycling in City of Diamondhead will be canceled at the end of December 31, 2019.

ORDER TO ADJOURN

Motion was made by Director Greg Shaw seconded by Director Tommy Schafer to adjourn.

The following vote was taken:

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Tommy Schafer, Greg Shaw and Eddie Favre.

VOTING NAY: None

ABSENT AND NOT VOTING: Directors Jeffrey Reed and Mike Favre

Motion was declared carried and the meeting was adjourned.

Minutes of the November 12, 2019 meeting.

Approved by:

Chairman

**MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
November 12, 2019**

Jeremy Burke

Title

Date

**DOCKET OF CLAIMS
12/9/2019**

	<u>AMOUNT</u>	<u>CHECK BALANCE</u>
The First		
BEGINNING CHECK BOOK BALANCE		\$247,144.08
DEPOSITS		
Interest for November	\$ 251.37	\$247,395.45
City of Diamondhead (November Collection Billing)	\$ 50,626.20	\$298,021.65
City of Bay St. Louis (November Collection Billing)	\$ 44,791.27	\$342,812.92
City of Bay St. Louis (Dumpster November 2019)	\$ 1,537.91	\$344,350.83
City of Waveland (November Collection Billing)	\$ 25,494.37	\$369,845.20
City of Waveland (Dumpster November 2019)	\$ 85.22	\$369,930.42
Hancock County (November Collection Billing)	\$ 70,020.50	\$439,950.92
Hancock County (Mill Nov 2019)	\$ 78,656.75	\$518,607.67
Hancock County (Dumpster November 2019)	\$ 3,596.57	\$522,204.24
	\$ -	\$522,204.24
	\$ -	\$522,204.24

Total \$ 275,060.16

CHECKS

Withdrawals/Payments

		\$522,204.24
Ck# 3195 Jeremy Burke (Per Diem 11-12-19)	\$ 40.00	\$ 522,164.24
Ck# 3196 Mike Smith (Per Diem 11-12-19)	\$ 40.00	\$ 522,124.24
Ck# 3197 Mike Reso (Per Diem 11-12-19)	\$ 40.00	\$ 522,084.24
Ck# 3198 Tommy Schafer (Per Diem 11-12-19)	\$ 40.00	\$ 522,044.24
Ck# 3199 Greg Shaw (Per Diem 11-12-19)	\$ 40.00	\$ 522,004.24
Ck# 3200 Eddie Favre (Per Diem 11-12-19)	\$ 40.00	\$ 521,964.24
Ck# 3201 Bancorp South (Gen. Liability)	\$ 7,462.00	\$ 514,502.24
Ck# 3202 Waste Mang (Roll-off @ King Landfill Nov 2019)	\$ 655.82	\$ 513,846.42
Ck# 3203 Gulf Coast Bookkeeping (Bookkeeping Nov 2019)	\$ 150.00	\$ 513,696.42
Ck# 3204 Waste Mang. (Collection/Bulky November 2019)	\$ 190,932.34	\$ 322,764.08
Ck# 3205 Waste Mang. (Waveland Dumpster November 2019)	\$ 85.22	\$ 322,678.86
Ck# 3206 Waste Mang (BSL Dumpster November 2019)	\$ 581.51	\$ 322,097.35
Ck# 3207 Waste Mang (HC Dumpster November 2019)	\$ 3,596.57	\$ 318,500.78
Ck# 3208 Waste Mang (HC Haz Waste Day Roll-offs)	\$ 735.82	\$ 317,764.96
Ck# 3209 Waste Mang (HC All Saints Day Roll-offs)	\$ 1,202.32	\$ 316,562.64
Ck# 3210 Compton Engineering (Admin. November 2019)	\$ 1,700.00	\$ 314,862.64
Ck# 3211 King Construction (Landfill November 2019)	\$ 15,831.75	\$ 299,030.89
Ck# 3212 Waste Mang. Pecan Grove (Disposal November 2019)	\$ 40,186.19	\$ 258,844.70
Ck# 3213 Waste Mang. (Recycling Dumpster November 2019)	\$ 10,120.04	\$ 248,724.66
Ck# 3214 Butler Snow (Attorney Fees Nov 2019)	\$ 2,250.00	\$ 246,474.66
	\$ -	\$ 246,474.66
	\$ -	\$ 246,474.66

\$ 275,729.58

11:45 AM

11/18/19

Accrual Basis

Hancock County Solid Waste Authority
Statement of Revenue & Expense
October 2019

	Oct 19	Budget	Oct 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
City of Bay St. Louis					
Bulky Waste	4,825.70	4,946.34	4,825.70	4,946.34	59,356.00
Collection	39,965.57	40,964.66	39,965.57	40,964.66	491,576.00
Dumpster	1,537.91	1,250.00	1,537.91	1,250.00	15,000.00
Total City of Bay St. Louis	46,329.18	47,161.00	46,329.18	47,161.00	565,932.00
City of Diamondhead					
Bulky Waste	2,804.50	2,875.00	2,804.50	2,875.00	34,500.00
Cart Rental	3,634.00	3,850.00	3,634.00	3,850.00	46,200.00
Collection	32,311.00	33,118.75	32,311.00	33,118.75	397,425.00
Recycling	11,876.70	12,305.41	11,876.70	12,305.41	147,665.00
Total City of Diamondhead	50,626.20	52,149.16	50,626.20	52,149.16	625,790.00
City of Waveland					
Bulky Waste	2,746.70	2,833.34	2,746.70	2,833.34	34,000.00
Collection	22,747.67	23,316.66	22,747.67	23,316.66	279,800.00
Dumpster	85.22	89.16	85.22	89.16	1,070.00
Total City of Waveland	25,579.59	26,239.16	25,579.59	26,239.16	314,870.00
Hancock County					
Bulky Waste	5,662.25	5,808.34	5,662.25	5,808.34	69,700.00
Cart Rental	7,337.00	7,520.84	7,337.00	7,520.84	90,250.00
Collection	57,021.25	58,450.00	57,021.25	58,450.00	701,400.00
Dumpster	3,596.57	3,500.00	3,596.57	3,500.00	42,000.00
Emergency	0.00	350.00	0.00	350.00	4,200.00
Millage	78,656.75	92,949.41	78,656.75	92,949.41	1,115,393.00
Total Hancock County	152,273.82	168,578.59	152,273.82	168,578.59	2,022,943.00
Interest (Bank)	251.37	183.34	251.37	183.34	2,200.00
Total Income	275,060.16	294,311.25	275,060.16	294,311.25	3,531,735.00
Expense					
Administrator	1,700.00	1,700.00	1,700.00	1,700.00	20,400.00
Advertising	357.50	25.00	357.50	25.00	300.00
Attorney	2,250.00	2,250.00	2,250.00	2,250.00	27,000.00
Audit	0.00	708.34	0.00	708.34	8,500.00
Bookkeeping	150.00	166.66	150.00	166.66	2,000.00
Directors Fees	560.00	416.66	560.00	416.66	5,000.00
Dumpsters and Rolloffs	5,547.61	5,189.16	5,547.61	5,189.16	62,270.00
Engineering	0.00	1,250.00	0.00	1,250.00	15,000.00
Garbage Collection	179,055.64	191,666.66	179,055.64	191,666.66	2,300,000.00
Garbage Disposal	43,622.65	47,000.00	43,622.65	47,000.00	564,000.00
Insurance	0.00	1,500.00	0.00	1,500.00	18,000.00
Miscellaneous	0.00	25.00	0.00	25.00	300.00
Plan Amendment Expense	0.00	4,216.66	0.00	4,216.66	50,600.00
Recycling Bins (Curbside)	11,876.70	12,305.41	11,876.70	12,305.41	147,665.00
Recycling Dumpsters	8,765.11	10,333.34	8,765.11	10,333.34	124,000.00
Rubbish Landfill	14,145.50	15,416.66	14,145.50	15,416.66	185,000.00
Seminars/Travel	0.00	16.66	0.00	16.66	200.00
SW Enforcement Officer	0.00	2,500.00	0.00	2,500.00	30,000.00
Total Expense	268,030.71	296,686.21	268,030.71	296,686.21	3,560,235.00
Net Ordinary Income	7,029.45	-2,374.96	7,029.45	-2,374.96	-28,500.00
Other Income/Expense					
Other Income					
Grant (Public Notice Outreach)	0.00	500.00	0.00	500.00	6,000.00
Grant (SW Officer)	15,000.00	1,875.00	15,000.00	1,875.00	22,500.00
Total Other Income	15,000.00	2,375.00	15,000.00	2,375.00	28,500.00
Net Other Income	15,000.00	2,375.00	15,000.00	2,375.00	28,500.00
Net Income	22,029.45	0.04	22,029.45	0.04	0.00

Hancock County Solid Waste Authority

Balance Sheet

As of October 31, 2019

	<u>Oct 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
The First Checking	285,255.25
Total Checking/Savings	285,255.25
Accounts Receivable	
Accounts Receivable	455,858.17
Total Accounts Receivable	455,858.17
Other Current Assets	
Prepaid Insurance	9,577.34
Total Other Current Assets	9,577.34
Total Current Assets	750,690.76
TOTAL ASSETS	<u>750,690.76</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	268,030.71
Total Accounts Payable	268,030.71
Total Current Liabilities	268,030.71
Total Liabilities	268,030.71
Equity	
Retained Earnings	460,630.60
Net Income	22,029.45
Total Equity	482,660.05
TOTAL LIABILITIES & EQUITY	<u>750,690.76</u>